

VIRGINIA: A REGULAR MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS  
HELD IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY  
GOVERNMENT CENTER ON OCTOBER 4, 2012 AT 7:00P.M.

PRESENT: SUPERVISOR JUDY S. LYTTLE, CHAIRPERSON  
SUPERVISOR JOHN M. SEWARD, VICE-CHAIR  
SUPERVISOR ERNEST L. BLOUNT  
SUPERVISOR KENNETH R. HOLMES  
SUPERVISOR GIRON R. WOODEN, SR.

ALSO

PRESENT: MR. TYRONE W. FRANKLIN, COUNTY ADMINISTRATOR  
MS. TERRI HALE, DIRECTOR OF FINANCE  
MR. BRENDAN HEFTY, HEFTY AND WILEY, COUNTY ATTORNEY  
MS. RHONDA R. MACK, DIRECTOR OF PLANNING  
MR. STACEY WILLIAMS, BUILDING OFFICIAL  
MRS. SOPHENIA PIERCE, DIRECTOR OF OFFICE ON YOUTH  
SHERIFF ALVIN W. CLAYTON, SR.  
MRS. VALERIE PIERCE, DIRECTOR, DEPARTMENT OF SOCIAL SERVICES  
MRS. BILLIE JEAN ELMER, VCE UNIT DIRECTOR  
MR. GLENN SLADE, VCE AGENT

#### **CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE**

The meeting was called to order by Chairperson Lyttle who then asked for a moment of silence. Following the moment of silence, she asked those present to stand and say the pledge of allegiance.

#### **CONSENT ITEMS**

1. Approval of September 6, 2012 Minutes, Board of Supervisors
2. Approval of October 2012 Accounts Payable:

	Accounts Payable	Additional	Total
General Fund	\$107,300.20	\$211,032.75	\$318,332.95
Debt Service	\$0.00	\$586.63	\$586.63
Capital	\$31,594.37	\$84,870.27	\$116,464.64
Water & Sewer	\$4,825.25	\$15,799.91	\$20,625.16
CSA	\$6,317.18	\$578.72	\$6,895.90
Indoor Plumbing	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>\$150,037.00</b>	<b>\$312,868.28</b>	<b>\$462,905.28</b>

### 3. Appropriation Requests:

<b>School System - October 2012</b>	Instruction	\$800,000.00
	Admin./Health	\$50,000.00
	Pupil Transp.	\$65,000.00
	Operation/Maint.	\$100,000.00
	Food Serv.	\$40,000.00
	Debt Service	\$0.00
	Capital Projects	\$0.00
	Technology	\$50,000.00
	<b>Total</b>	<b>\$1,105,000.00</b>
<hr/> <b>Dept. of Social Serv. - October 2012</b>		<hr/> <b>\$140,000.00</b>

### 4. General Fund 2<sup>nd</sup> Quarter Appropriations:

Supervisor Holmes made a motion that the Board approve the Consent Items as enumerated; Supervisor Wooden seconded the motion. Supervisors Lyttle, Blount, Wooden, Seward and Holmes voted affirmatively to approve the motion.

## PROGRESS REPORTS

### 1. VDOT

There was no representative from VDOT in attendance.

### 2. Treasurer

#### A. Investment Letter

Chairman Lyttle read the Investment Letter submitted by Mrs. Mary Shaw, Treasurer which stated that as of September 6, 2012 the County had \$8,317,374.21 in the LGIP Fund. Since that report, accrued interest for August 2012 in the amount of \$1,418.09 had increased that balance to \$8,318,792.30. Since the September 6, 2012 report, a total of \$1,000,000.00 was transferred from the LGIP account to the General Fund, leaving a balance of \$7,318,792.30 in the Local Government Investment Pool. As of October 4, 2012 the county had \$7,823,684.47 in total investments, including one CD valued at \$504,892.17 which matures January 18, 2013.

### 3. County Administration

#### A. Presentation: Mrs. Billie Jean Elmer, VCE - National 4-H Week

Mr. Franklin advised the Board that National 4-H Week will be celebrated October 7<sup>th</sup> through the 13<sup>th</sup>, 2012. Staff have prepared a proclamation which recognizes the County's ongoing partnership with the Virginia Cooperative Extension of Virginia Polytechnic Institute and State University and the valuable contributions the 4-H program

has made to the lives of young people in Surry County. Participants of the 4-H program, Miss Zhane Slade, Miss Genny Little and Mr. Tucker Perry, were present to address the Board and presented Board members and staff with a token of appreciation for their continuing support. The 4-H representatives reported that there are over 300 participants in the Surry County 4-H program and another 650 young people enrolled through cooperative programs in the schools. Over the past year two adult volunteers were tapped into the Virginia 4-H All Stars, one youth competed and won the state title in the Radio Spot Public Speaking Contest, and one participant was elected as a Southeast District Ambassador to the Virginia 4-H Cabinet.

Supervisor Blount made a motion that the Board approve the proclamation recognizing the contributions of the 4-H program and designating October 7-13, 2012 as National 4-H Week in Surry County. Supervisor Seward seconded the motion; all present voted affirmatively.

B. Presentation: Mr. Glenn Slade, VCE - Disaster Designation Process  
Mr. Glenn Slade, VCE Agent, addressed the Board to discuss changes made by the US Department of Agriculture to the Secretarial Disaster Designation process. Mr. Slade informed that the Disaster Designation process had been streamlined and will enable farmers affected by natural disaster to obtain assistance faster. Although the criteria that determines disaster designation eligibility has not changed, the process will now automatically qualify a county for disaster aid once it is categorized by the US Drought Monitor as having experienced a severe drought for eight weeks. Changes to the process took effect on July 12, 2012 and are expected to reduce the average time it takes to designate a county by 40 percent.

Additionally, Mr. Slade reported that Surry County had experienced a good crop year, with commodity crops such as corn, soybeans, cotton and wheat doing well due to adequate rainfall during the growth season.

C. Resolution 2012-20 & Appointments to the Parks & Recreation Advisory Commission

Mr. Tyrone Franklin presented the Board with Resolution 2012-20 for their consideration. The resolution would establish the Parks and Recreation Advisory Commission to assist with the planning, promotion and development of recreational activities and facilities within Surry County.

Supervisor Holmes asked whether the need to have an Advisory Commission was linked to funding. Mr. Franklin replied that he was

unsure, but would supply an answer at a later date. Chairman Lyttle suggested that the two Member-At-Large positions be filled by youth representatives. Following brief discussion, Supervisor Seward made a motion that the Board adopt Resolution 2012-20 with the two Member-At-Large appointments made from recommendations from the Surry County High School and the L.P. Jackson Middle School. Supervisor Wooden seconded the motion; Supervisors Lyttle, Blount, Holmes, Seward and Wooden voted in favor of the motion. Appointments to the Parks & Recreation Advisory Commission were tabled.

#### D. CIP Invoices - High School Renovation Project

Mr. Franklin introduced correspondence from the School System requesting reimbursement to the school division for payments made to vendors totaling \$66,395.12 for services rendered relative to the high school renovation project. However, he informed the Board that the total remaining in the budget for reimbursement is \$66,262.27. The vendors have already been paid with school division appropriated funds as follows:

School Outfitters	\$2,622.00
Harris Plumbing	\$2,809.00
Atlantic Coastal Supply	\$2,684.38
Classic Cabinets of VA	\$55,648.00
ALKAT Electrical Contractors, Inc.	\$2,631.74
<b>Total</b>	<b>\$66,395.12</b>

Supervisor Seward made a motion that the Board authorize reimbursement to the School System for payments made to vendors in the amount of \$66,262.27 for services rendered relative to the high school renovation project. The motion was seconded by Supervisor Holmes and passed with unanimous approval.

#### E. Budget Amendment FY 12 CSA Funds

Ms. Terri Hale, Director of Finance addressed the Board to inform that the Comprehensive Services Act Fund (CSA) provides mandated services for at-risk children and families. Funding is provided by the state and the locality based on shares determined by the Department of Education. The FY 12 local share rate was 39.79%. During this year, one child was placed in a residential facility, which has significantly increased the total local cost. This has created a need for additional local dollars totaling \$32,293.73. Ms. Hale reported that these funds will need to be transferred from the FY 12 Contingency Fund.

Supervisor Seward made a motion that the Board authorize a transfer from contingency of \$32,293.73 for the FY 12 additional CSA local share. Of this additional local amount, a supplemental appropriation in the amount of \$4,524.68 should be authorized due to mandated expenditures in excess of the current appropriation. The motion was seconded by Supervisor Holmes; Supervisors Lyttle, Blount, Wooden, Seward and Holmes voted affirmatively.

F. Resolution 2012-21 - Senior Recognition

Mr. Franklin introduced Resolution 2012-21 recognizing Mr. Ruffin W. Price, Sr., a life-long resident of Surry County who has obtained the age of 90 years old.

Supervisor Wooden made a motion that the Board approve Resolution 2012-21 recognizing Mr. Price. Supervisor Holmes seconded the motion which was passed with unanimous approval.

G. Resolution 2012-22 - Amendment to the CYCC Service Agreement

Mr. Franklin introduced Resolution 2012-22 which will amend the Crater Youth Care Commission (CYCC) Service Agreement to provide for a majority of members to be a quorum. This action is necessary due to changes in the population of member jurisdictions which has resulted in a change to the number of member representatives and, therefore, the number of members needed to make a quorum.

Supervisor Seward made a motion that the Board approve Resolution 2012-22 amending the CYCC Service Agreement. Supervisor Holmes seconded the motion; Supervisors Lyttle, Blount, Wooden, Seward and Holmes voted affirmatively.

H. Approval of Contract to Provide Consulting & Governmental Relations Services

Mr. Franklin informed the Board that the County had issued a Request for Proposals to interested firms or individuals to provide consulting and governmental relations services to Surry County, specifically in contacting local and state officials, as well as prospective business which would result in economic growth in the County. Requested services would also include lobbying as well as administrative and business contacts. Two proposals were received from Advantus Strategies (\$24,000) and Opening Doors to Government, Business and Growth (\$9,775). Mr. Franklin recommended acceptance of the proposal from Opening Doors to Government, Business & Growth, Nancy Rodrigues, CEO. Mr. Franklin further informed that funds for the fulfillment of said contract are available in the Economic Development budget.

Supervisor Seward made a motion that the Board authorize the County Administrator to execute a contract with Opening Doors to Government, Business and Growth for consulting and governmental relations services as previously described. The motion was seconded by Supervisor Wooden and met with unanimous approval.

I. Appointment - Highway Transportation Safety Commission

Mr. Franklin informed the Board of the need for an appointment to the Surry County Highway Transportation Safety Commission representing the Surry Election District. Supervisor Seward stated that he was not prepared with an appointment at this time.

J. Appointment - Youth Services Citizen Board

Mr. Franklin introduced correspondence from the Surry County Office on Youth requesting an appointment to the Youth Services Citizen Board to fill the Member-at-Large position. Supervisor Blount made a motion that the Board appoint Mr. Jason Wiedel to fill the Member-at-Large position on the Youth Services Citizen Board for a term from July 1, 2012 through June 30, 2016. The motion was seconded by Supervisor Seward and approved by all present.

K. Appointment - Surry County Planning Commission

Mr. Franklin introduced correspondence from Ms. Rhonda Mack, Director of Planning and Community Development, requesting an appointment to the Surry County Planning Commission from the Claremont Election District. Supervisor Wooden made a motion that the Board re-appoint Mr. William E. Seward, IV to a term beginning on July 1, 2012 and ending June 30, 2016. Supervisor Holmes seconded the motion; Supervisors Lyttle, Seward, Blount, Wooden and Holmes voted affirmatively.

L. Appointment - Surry County Wetlands Board

Mr. Franklin presented correspondence from the Planning Department requesting an appointment to the Surry County Wetlands Board from the Bacon's Castle Election District. Supervisor Seward made a motion that the Board re-appoint Mr. Quincy Edler for a term from October 15, 2012 through October 14, 2016. The motion was seconded by Supervisor Blount and unanimously approved.

**UNFINISHED BUSINESS**

Mr. Franklin asked Ms. Rhonda Mack to provide the Board with an update on the draft Land Development Ordinance. Ms. Mack informed the Board that the Surry County Planning Commission would meet on October 22, 2012 to consider approval of the draft ordinance. If approved, she stated that the Commission would come back to the Board at their November meeting to

request that the Board schedule a Public Hearing for their December meeting to hear public comments regarding the ordinance.

Ms. Mack also discussed progress on the Surry County Broadband Initiative. She reported that installation of the cable portion of the overall infrastructure was well underway and briefly discussed timing issues regarding when citizens might expect to have services available. Mr. Franklin relayed the concerns of citizens as reported to his office stating that many citizens had requested information in order to make informed decisions regarding the renewal of current service contracts for internet service. The Board also discussed with Ms. Mack whether or not service providers would have satellite offices in Surry or whether citizens would have to travel to offices in Smithfield or other surrounding localities.

Mr. Franklin informed the Board that plans to build a third manned solid waste collection site in the Bacon's Castle area have reached the permitting phase. Once permits are obtained from VDOT and the Health Department, the County will solicit bids for construction.

Mr. Franklin further informed the Board that repaving of the parking lot at the Surry County Health Department should begin within a week.

## **NEW BUSINESS**

Supervisor Blount advised fellow Board members regarding a recent meeting of the Virginia Gateway Region Board in which they approved a resolution addressing tolls along Interstate 95 and the proposed Route 460 project. He reported that member localities had expressed concern about the tolls affect on area businesses; those currently along the existing Rt. 460 and those businesses considering location within the affected areas.

Supervisor Seward reported that he had spoken with Delegate Rick Morris and had expressed his personal opinion regarding tolls as opposed to raising the gasoline tax. He encouraged fellow Board members to consider a resolution expressing the Board's opinion on the matter and made a motion that the Board take a position against tolls on I-95 in Sussex County specifically, and that the Board draft a resolution expressing their opinion on state funding of transportation projects in general. Supervisor Blount seconded the motion which passed with unanimous approval.

## **CITIZENS COMMENTS**

Mr. Mike Eggleston (Dendron District) addressed the Board with questions regarding the need for silt fencing at a construction project in Dendron near Cypress Swamp.

Mr. Kevin Brackett (Dendron District) addressed the Board, presenting a Freedom of Information Act request for Surry County personnel policies and a job description for Board Members.

#### **CLOSED SESSION**

There being no comments from the public, Supervisor Seward made a motion that the Board move to Closed Session to discuss a personnel matter involving a specific employee, Virginia Code § 2.2-3711(A)(1). Supervisor Blount seconded the motion. Supervisors Seward, Holmes, Lyttle, Wooden and Blount voted in favor of the motion.

Supervisor Seward moved that the Board return to open session and certify by roll call that the closed session was concluded and that nothing had been discussed except the matter or matters permitted to be discussed under the provisions of the Virginia Freedom of Information Act. Supervisor Blount seconded the motion; all members present voted affirmatively.

#### **ADJOURNMENT**

Supervisor Blount made a motion that the Surry County Board of Supervisors adjourn; Supervisor Seward seconded the motion. Supervisors Lyttle, Holmes, Wooden, Blount and Seward voted affirmatively.